



## Star-Quality Child Care Program

### Report Card For Family & Group Child Care Homes

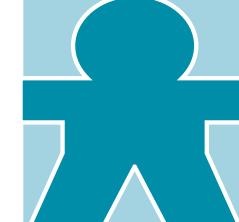
**Issued To:**

**Facility:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Accredited by:** \_\_\_\_\_

TENNESSEE DEPARTMENT OF  
**HUMAN  
SERVICES**





# Star-Quality Child Care Program Report Card

## For Family & Group Child Care Homes

Facility Name:

Date:

Accredited by:

OVERALL  
RATING

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PROFESSIONAL DEVELOPMENT	COMPLIANCE HISTORY	PARENT/FAMILY INVOLVEMENT	BUSINESS MANAGEMENT	PROGRAM ASSESSMENT
<b>THREE STAR RATING</b>				
<input type="checkbox"/> The primary caregiver has a current Child Development Associate credential; or an Associate's Degree or higher and 2 years' experience in early care and/or other education program. <input type="checkbox"/> Completes 20 hours' training each year in addition to the Department's annual training requirements. <input type="checkbox"/> The primary caregiver maintains membership and documented participation in a family care support group, local, state or national association.	<input type="checkbox"/> During the previous licensing year the agency: — was not put on probation; — did not have any part of its license suspended; — did not receive a major civil penalty; or — did not receive more than 3 minor civil penalties.	<input type="checkbox"/> Provides an orientation meeting for parents/family/children new to the agency. <input type="checkbox"/> Provides a monthly written communication for parents of preschool and school-age children. <input type="checkbox"/> Provides opportunities for parent/family participation in the child care program. <input type="checkbox"/> Offers at least 1 annual parent/family meeting.	<input type="checkbox"/> Provides a parent packet that includes: — personalized contracts between the child care agency and the parent; — agency policy; — agency philosophy; — parent resources; and — if children with special needs are enrolled or applying for enrollment, information on resources for such children. <input type="checkbox"/> Maintains a financial and program record-keeping system. <input type="checkbox"/> Maintains documentation of orientation for staff substitutes. <input type="checkbox"/> Offers parents an annual opportunity to evaluate the child care agency.	<input type="checkbox"/> Selected rooms or groups were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either "Inadequate," "Minimal," "Average," "Good" or "Excellent." This agency received a score of _____. This score indicates a level of quality observed in this child care agency that was at least GOOD or higher as compared to national findings. <input type="checkbox"/> Following the initial agency assessment, has developed an improvement plan based upon the agency's Assessment Results.
<input type="checkbox"/> The primary caregiver shall have 30 hours' family child care training, or documented enrollment therein, through TECTA, a Tennessee Technology Center or other training as recognized by the Department. <input type="checkbox"/> Each year after the foregoing 30 hours' training are completed, the primary caregiver shall complete annually 10 hours' training in addition to the Department's annual training requirements. <input type="checkbox"/> The primary caregiver shall maintain membership in a family care support group, local, state or national association; or <input type="checkbox"/> Complete 40 classroom hours toward the Child Development Associate credential.	<input type="checkbox"/> During the previous licensing year the agency: — was not put on probation; — did not have any part of its license suspended; — did not receive a major civil penalty; or — did not receive more than 4 minor civil penalties.	<input type="checkbox"/> Provides an orientation meeting for parents/family/children new to the agency. <input type="checkbox"/> Provides a monthly written communication for parents of preschool and school-age children.	<input type="checkbox"/> Provides a parent packet that includes: — personalized contracts between the child care agency and the parent; — agency policy; — agency philosophy; — parent resources; and — if children with special needs are enrolled or applying for enrollment, information on resources for such children. <input type="checkbox"/> Maintains a financial and program record-keeping system.	<input type="checkbox"/> Selected rooms or groups were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either "Inadequate," "Minimal," "Average," "Good" or "Excellent." This agency received a score of _____. This score indicates a level of quality observed in this child care agency that was between AVERAGE and GOOD as compared to national findings. <input type="checkbox"/> Following the initial agency assessment, has developed an improvement plan based upon the agency's Assessment Results.
<input type="checkbox"/> The primary caregiver shall have 30 hours' family child care training, or documented enrollment therein, through TECTA, a Tennessee Technology Center or other training as recognized by the Department. <input type="checkbox"/> Each year after the foregoing 30 hours' training are completed, the primary caregiver shall complete annually 10 hours' training in addition to the Department's annual training requirements.	<input type="checkbox"/> During the previous licensing year the agency: — was not put on probation; — did not have any part of its license suspended; — did not receive a major civil penalty; or — did not receive more than 5 minor civil penalties.	<input type="checkbox"/> Provides an orientation meeting for parents/family/children new to the agency.	<input type="checkbox"/> Provides a parent packet that includes: — personalized contracts between the child care agency and the parent; — agency policy; — agency philosophy; — parent resources; and — if children with special needs are enrolled or applying for enrollment, information on resources for such children.	<input type="checkbox"/> Selected rooms or groups were assessed by trained observers using a scale that indicates the level of quality in the room or group as being either "Inadequate," "Minimal," "Average," "Good" or "Excellent." This agency received a score of _____. This score indicates a level of quality observed in this child care agency that was AVERAGE as compared to national findings. <input type="checkbox"/> Following the initial agency assessment, has developed an improvement plan based upon the agency's Assessment Results.
<b>ONE STAR RATING</b>				
<input type="checkbox"/> All caregivers complete: • training in detection, reporting and prevention of child abuse; • 2 hours' in-service training each year. <input type="checkbox"/> The primary caregiver completes: • Family Home – 4 hours' in-service training each year, • Group Home – 8 hours' in-service training each year.	<input type="checkbox"/> Agency is currently licensed.	<input type="checkbox"/> Provides a signed copy of policy statement to parent. <input type="checkbox"/> Maintains a written plan of how the primary caregiver intends to communicate daily with parents of every child below 31 months of age.	<input type="checkbox"/> Maintains adequate financing of the child care operation.	<input type="checkbox"/> No minimum licensing standard.
<b>COMPLIES WITH LICENSING REGULATIONS</b>				



HIGHER QUALITY STANDARDS

BETTER

MINIMUM STANDARDS